

To

Whom It May Concern

From

German Kenyan Cooperative Development
DGRV Kenya
Hardy Post Mall
Ushirika Road
P.O. Box 15658 - 00509
Nairobi - Karen

Nairobi, August 12, 2024

CALL FOR PROPOSALS

Here: Policy Expert for Health / Public Health / Healthcare in Kenya – Consultancy

This call for proposals as detailed below is subject to bidding.

1. General information

a. Brief information on the project

The German Cooperative and Raiffeisen Confederation (DGRV), whose headquarter is in Berlin, Germany, is the national apex organization of the cooperative sector in Germany. In Kenya, DGRV is registered as German Kenyan Cooperative Development (GKCD), a non-governmental organization which, through support from German Federal Ministry for Economic Cooperation and Development (BMZ), is promoting co-operative structures in Kenya as a contribution to strengthening rural regions.

One of the core objects of DGRV's project in Kenya is to introduce innovations to the co-operative sector. One of such innovation is the introduction of a "healthcare Workers Co-operative" in Kenya as recommended by our field study on "Health Cooperatives in Kenya". DGRV/GKCD together with the County Government of Nyeri, one of its project partners has initiated an initiative to introduce a Healthcare Workers Co-operative, for the first time, in Kenya.

b. Context

The newly to be registered Healthcare Worker Co-operative will complement the existing healthcare structures in the Country and contribute to universal health coverage. The new Healthcare Workers Co-operative will focus on:

- Quality healthcare services provision (preventive, basic curative, nursing care, and education)
- Health services will be quality and accessible at competitive, and reasonable cost (Out-Of-Pocket or/and Health Insurance).
- Level 2 clinic or dispensary shall be established in urban part of Nyeri County.

In this model of a cooperative, the members will be the workers who will be offering health services in a level 2 facility (Clinic/Dispensary). The current membership of the new co-operative will stand at 10 people and comprises of healthcare professionals such as nurses, clinical officers, and others.

2. Purpose of this assignment

GKCD / DGRV calls for bids to retain expert advice for the purpose of informing the development of a business plan for a newly to be registered healthcare workers co-operative. The expert shall assist the business plan development team with expertise in the area of health policy, law and legislation as well as provide information on sustainable business development in the health sector.

3. Terms of reference (Scope of service)

The consultant (individual or firm) shall provide the following service:

- Assist with specific know-how in the area of health policy and regulation during process of articulation of the vision, mission, core values, goals, and objectives of the new healthcare cooperative.
- Inform the process of creation of strategies, definition of target markets and goal setting of the health care facility by providing public health policy related insights and information regarding limitations and opportunities
- Share specialised insights of resources required for the cooperative's operations during the planning process i.e. human resources, financial resources, infrastructure as well as allocation of these resources effectively to mitigate the risk of misappropriation of resources.
- Provide experienced based implementation guidance on financial projections for the new health facility
- Help to outline the co-operative's specific operational structure and processes including governance, management, and service/products delivery from a health legislation point of view
- Advice on compliance requirements for the new health co-operative to ensure that the cooperative complies with all legal and regulatory requirements governing healthcare cooperatives.
- Review the proposed by-laws of the institution and recommend by-law elements which are assisting the new organization to offer need-based healthcare solutions to the local market
- Assist in developing a service charter for the healthcare co-operative which is compliant and responds well to existing health challenges in the local market
- Throughout the collaboration with the project and the stakeholders of the new co-operative, gather expert advice on enhancing the sustainability of the newly to be registered healthcare workers co-operative and present the same in form of a summarized report to the client (2 pages)

4. Deliverables

1. Participate in the business plan development workshop as an expert
2. A summary report containing a list of expert advice with key suggestions to enhance the sustainability of the health workers co-operative (2 pages)
3. A consultancy report to summarize the main references to existing and planned health policies, regulations and laws which are relevant for the new facility. The report shall be submitted to the client not later than 5 working days after the completion of assignment.

5. Time Frame and Location

The anticipated contract duration will be for up to 10 working days between September 2024 and February 2025. The location of this assignment shall be Nyeri County (around 7 working days) and 3 working days of desk work and remote collaboration with the health worker co-operative and client.

6. Desired Qualifications, Competence and Experience

- Public health/Healthcare specialist in the Kenyan health sector
- Degree in academic fields related to public health or Healthcare or health administration or public health/healthcare policy development
- Proven experience in working in the public health/healthcare sector for 10 years (e.G. Ministry of Health etc)

- Proven work experience in the Co-operative sector (E.g. State Department for Co-operatives etc) will be an added advantage
- Any certificate in Co-operative Studies will be an added advantage
- Strong analytical and critical thinking abilities

5. Bid submission requirements.

Each application should include the following:

- A one-page application letter
- Copies of qualification certificates
- CVs of all proposed consultants entrusted with this assignment.
- A technical proposal clearly demonstrating the consultant's capacities to deliver this assignment to the full satisfaction of the client
- A financial proposal distinguishing the following components: Fee proposal per working day physical / digital, fee proposal per hour physical / digital, Fee proposal to cover the entire assignment. The proposed fees must be all inclusive (e.g. inclusive of communication cost and travel cost).
- Financial proposals exclusive of tax in Kenya Shillings only, with separate line items for VAT and Withholding tax.

6. Submission date

Please submit your bid latest by **31st August 2024 COB**, via email to procurement_kenya@dgrv.coop